

TO: Town Plan Commission/Town Board
FROM: Lisa Potswald
RE: Monthly Report
DATE: February 1, 2015 through February 28, 2015
 Prepared on February 27, 2015

I. Permit Applications Approved and Issued:

None.

II. Certified Survey Maps

None.

III. Permit Applications in Progress:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Van Veldhuizen	11/12/13	1748 North Shore	Accessory structure	C	Research holding tank size, verify siting
Lemke	10/16/13	Miller Farm Road	Driveway, fire number	T	Wetland Protection Overlay District; reviewed siting with DNR on 5/29/14; wetland delineation required
Slater/McCue	1/20/11	1268 Big Bay Road		C	Waiting for shoreland restoration plan per DNR requirements. This permit has been on hold for two years but Larry will be retaining fees and keep the permit active.
LaDuke, Winona	4/28/12 (incomplete)	Middle Road	Land Disturbing Activity, Accessory (x2), Long Term Camping Unit	T	ZA received copy of the wetland fill application Nelson Constr. submitted to Alyssa Core 6-4-13 5/29/14 – Still in DNR hands
Bergeon, Susan	6/14/2013	2635 Big Bay Road	Principle, sanitary Special use	C	Waiting for sanitary application
Hartzell	6/8/2014	561 Mondamin	Principle – condo rental	T	Waiting until 2015
Beitler	9/4/14	2507 Spirit Lane	Road, Accessory	T	Waiting for final application/fees

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Stern	9/4/14	4327 Chippewa	Principle, Sanitary	C	Waiting for application/fees

IV. Permit Applications Denied/Revoked:

None.

V. Violations

NAME	VIOLATION	ORDER
Ed Kale	Ashland County v. Edward Kale	Court hearing April 13, 2015

VI. Land Use Permit – No Permit Required:

None.

VII. Fire Numbers Issued

None.

VIII. Correspondences: Letters/MEMO to

NAME	DATE	PROPERTY	REGARDING
T. Jefferson	2/2/15	1761 Hagen Road	Holding tank agreement
Town Plan Commission	2/10/15	547 South Shore	Complaint
Town Plan Commission	2/13/15	547 South Shore	Complaint
Town Plan Commission	2/13/15		Meeting information
Town Board Chair	2/18/15		Building inspection/rental properties
Town Board	2/19/15		Hegwood legislation
Town Board	2/19/15		Hegwood legislation
Town Board	2/27/15		Governor's budget re: municipal assessment

IX. Complaints Received About

NAME	DATE	PROPERTY	REGARDING
C. Kerelko/W. Hagen	1/14/15	728 Big Arn's Road	Pumping holding tank – could not confirm - closed

X. Public Information Requests

None.

XI. Revenue and Expenditures for the Previous Month

	Jan 2015	%	Feb 2015	%	Mar 2015	%	Apr 2015	%	May 2015	%	June 2015	%	July 2015	%	BUDGET
Expenditures			\$12,058	15%											\$81,228
Revenue: Building permits			0												\$4,500
Revenue: Zoning permits			\$220	2%											\$13,750
REVENUE TOTAL			\$220	1%											\$18,250

XII. New Business

None.

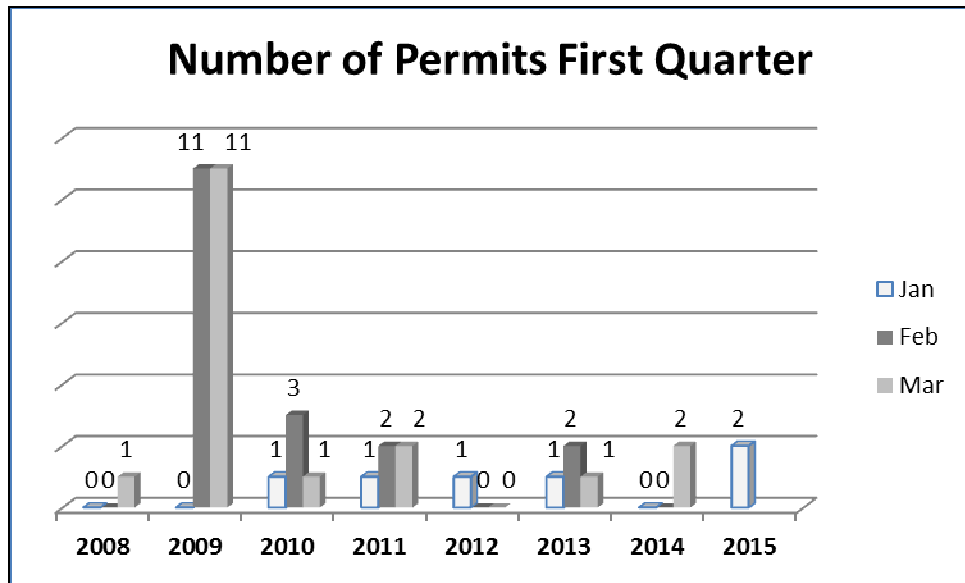
XIII. Old Business

Planning and Zoning Department priorities for the next month:

- Work with property owners and agents on projects and issue permits.
- Update Personnel policy
- Develop filing system for contracts and grants
- Cleaning Town Hall Basement
- Cleaning and organizing ordinance files by year
- Develop ordinances as prioritized by the Town Administrator:
 - Roads to come
 - Driveways to come

XIV. STATISTICS

Permits issued in the first quarter (January through March) of years 2008-2015; clearly not a busy time of year except for 2009.



Permits Issued

Jan – Mar 2008 =	1
Jan – Mar 2009 =	22
Jan – Mar 2010 =	5
Jan – Mar 2011 =	5
Jan – Mar 2012 =	1
Jan – Mar 2013 =	5
Jan – Mar 2014 =	2
Total	41